

ALGOMA MEDICAL CENTER AND ALTCU
BOARD MEETING MINUTES
October 24, 2019
AMC-LTC North Wing Meeting Room

The Algoma Medical Center Board of Directors was called to order by Marge Rodrian on October 24, 2019 at 4:30 PM at the Algoma Medical Center – Long Term Care North Wing Meeting Room. This meeting is in compliance with the Open Meeting Law.

Members present: John Pabich, Jan Dart, Wayne Schmidt, Dawn Wagner, Marge Rodrian and Sue Hepp. Joan Groessler was excused.

Others Present: Jean Marsh, Carol Nell.

Approval of the Agenda: Motion made to approve the agenda by Dart, second by Schmidt.
Motion carried.

Approval of September 26, 2019 Meeting Minutes: Motion made to approve the minutes by Hepp, second by Dart. **Motion carried.**

Public Participation: No public comment.

Financial Report for:

- Occupancy rate (based on **42** beds)
- Average daily census
- Total patient revenues
- Total operating revenues
- Total operating expenses
- Net profit/loss
- Capital Outlays

September 2019
78.7%
31.97
\$271,558
\$299,659
\$277,705
\$3,491
\$5,096*

*Cedar Corp for engineering services

Approval of Bills: Motion by Dart, second by Wagner, to approve bills as submitted. Roll Call Vote: 5-Yes, 0-No. **Motion carried.**

Old Business:

Employee physical and drug screen costs and practices. Jean reported that another skilled nursing facility was using the Assistant Director of Nursing to provide screening physicals. Jean will be making clarifying inquiries to determine if we can adopt this approach to screening physicals.

New Business:

Rebidding paving of both parking lots. Moved by Pabich, second by Dart to reissue the request for proposal for paving of both parking lots. **Motion Carried.**

Wage differentials across departments. For example, CNAs also working as Activity Aids. Dietary staff working as Cook. Motion by Schmidt, second by Pabich, to authorized wage payment in the higher amount to staff cross-trained and working in two different job roles.

Motion Carried.

Initial Budget Discussions.

- a. Estimates of federal reimbursement under the new PDPM prospective reimbursements was reviewed and appear favorable.
- b. State Medicaid per diem reimbursement was reported as going from \$187 to \$212.
- c. New private payment rates effective January 1, 2020 will include the bed tax in the pricing. Motion by Pabich, second by Dart, to increase the semi-private daily room rate to \$275 per day and the daily private room rate to \$315. **Motion Carried.**
- d. Bylaws discussion regarding Executive Committee/Quorum and Administrator autonomy resulted in no changes to the existing bylaws.

Standing Business:

Friends of AMC. Report received and accepted with no Board action required. Reminder, there will be a pulled pork sandwich sale on November 19 benefiting the Friends of the AMC in their efforts.

Administrator/Facility Report:

Received and accepted. The following topics were reviewed:

- Census, Referral patterns, Staffing and Marketing
- Staff using QAPI principles to develop a comprehensive assessment program.
- Flu immunizations are now required as a condition of employment. Medical exceptions must be documented and reviewed by the administrator.

Closed Session:

Motion made by Pabich, seconded by Dart, to go into Closed Session per WI Statutes §19.85(1)(c) for considering employment, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – NHA wage. Roll call vote: 5-Yes, 0-No. **Motion carried.** Closed session started 5:46PM.

Reconvene to Open Session per WIS STATS 19.85(2).

Motion made by Dart, seconded by Wagner, to reconvene to open session.

Roll call vote: 5-Yes, 0- No. **Motion carried.** Reconvened at 5:55PM.

Action as a result of closed session: The Board approved a 1% pay raise retroactive to July, 2019, the administrator's start work anniversary.

Next Regular Board Meeting: 4:30PM on Thursday, November 21, 2019 at the AMC-LTC North Wing Meeting Room.

Adjournment: Schmidt moved to adjourn, Hepp second. **Motion carried.** Meeting adjourned at 5:58PM.